

CSC Adopted: October 2001 , CSC Revised: _____**Class Title: Operating Engineer II****BRIEF DESCRIPTION OF THE CLASSIFICATION:**

Maintains heating and cooling systems. Directs various personnel and contract workers. Performs other duties. Operates and maintains automated building control systems. Oversees plant operations. Receives and processes service requests. Monitors and maintains video surveillance systems.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.

Physical Strength Code		ESSENTIAL FUNCTIONS
1	M	Maintains heating and cooling systems by conducting preventive maintenance, changing filters and checking bolts, pulleys, motors and pumps.
2	S	Directs various personnel and contract workers by assigning and verifying work.
3	M	Performs other duties by setting up equipment for football games, hockey games and special events.
4	L	Operates and maintains automated building control systems by monitoring system performance, implementing program changes and coordinating repairs for non-operational portions of the automated control systems.
5	L	Oversees plant operations by regulating energy consumption, managing boiler and chiller systems and performing load shedding functions.
6	S	Receives and processes service requests by assigning repairs and making decisions to repair or replace failed components based on knowledge of equipment.
7	L	Monitors and maintains video surveillance systems by inspecting video security cameras and associated multiplexers and recording equipment and performing repairs and new installations.

CSC Adopted: October 2001 , CSC Revised: _____**CLASS REQUIREMENTS:**

CLASS REQUIREMENTS	
Formal Education / Knowledge	Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with six months/one year of advanced study or training past the high school equivalency. Junior college, vocational, business, technical or correspondence schools are likely sources. Appropriate certification may be awarded upon satisfactory completion of advanced study or training.
Experience	Two years experience.
Certifications and Other Requirements	Valid Drivers License, Plumbing and Piping, Heating and Air Conditioning, Mechanical Certificate.
Reading	Work requires the ability to read blueprints, catalogs, safety data, technical manuals, logs, and paperwork.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division.
Writing	Work requires the ability to write work orders, logs, reports, and correspondence.
Managerial	Managerial responsibilities may include planning and scheduling work, and monitoring the progress of projects.
Budget Responsibility	N/A
Supervisory / Organizational Control	Work requires supervising and monitoring performance for a group of regular employees in a work unit, including providing input on hiring/disciplinary actions and work objectives/effectiveness, and realigning work as needed.
Complexity	Work involves choices of action within limits set by standard practices and procedures. Professional judgment is required to apply the proper course of action.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision making authority for purchases or projects. Works with individuals outside the City who may belong to professional or peer organizations. Working with various state and federal agencies may also be required. Vendors and suppliers may also be called upon for information on purchases, supplies or products. Meetings and discussions may be conducted with customers, vendors and sales representatives.

CSC Adopted: **October 2001** , CSC Revised: _____**OVERALL PHYSICAL STRENGTH DEMANDS:**

Sedentary	Light X	Medium	Heavy	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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This is a description of the way the job is currently performed; it does not address the potential for accommodation.

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	Checking equipment
Sitting	O	Computer, desk work
Walking	C	Responding to maintenance calls
Lifting	O	Equipment, motors, pumps, tools, radio
Carrying	O	Equipment, motors, pumps, tools, radio
Pushing/Pulling	F	Equipment, carts
Reaching	F	Equipment, tools
Handling	F	Equipment, motors, pumps, tools, radio
Fine Dexterity	F	Computer keyboard, tools, writing
Kneeling	F	Checking equipment, making repairs
Crouching	F	Checking equipment, making repairs
Crawling	F	Into air handle units
Bending	F	Checking equipment, making repairs
Twisting	F	Checking equipment, making repairs
Climbing	F	Ladders, steps
Balancing	F	Ladders, steps, rooftop
Vision	C	Computer, desk work, checking equipment
Hearing	C	Communicating with personnel and general public, telephone, radio
Talking	F	Communicating with personnel and general public, telephone, radio
Foot Controls	O	Driving
Other (specify)	N	

CSC Adopted: **October 2001** , CSC Revised: _____**MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:**

Air handle unit, chillers, boilers, pumps, hammers, gear pullers, pipe wrenches, pliers, screwdrivers, computer, Insight 3.2, Digital Management System, radio, SIEBE DDS

ENVIRONMENTAL FACTORS:

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS		PRIMARY WORK LOCATION	
Mechanical Hazards	D	Dirt and Dust	D	Office Environment	--
Chemical Hazards	W	Extreme Temperatures	W	Warehouse	--
Electrical Hazards	D	Noise and Vibration	D	Shop	X
Fire Hazards	S	Fumes and Odors	D	Vehicle	--
Explosives	N	Wetness/Humidity	M	Outdoors	--
Communicable Diseases	N	Darkness or Poor Lighting	M	Other (see 2 below)	--
Physical Danger or Abuse	N				
Other (see 1 below)	N				

(1)

(2)

PROTECTIVE EQUIPMENT REQUIRED:

Eye equipment, gloves, steel toed boots, masks

NON-PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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NON-PHYSICAL DEMANDS	
Time Pressures	O
Emergency Situations	R
Frequent Change of Tasks	F
Irregular Work Schedule/Overtime	F
Performing Multiple Tasks Simultaneously	F
Working Closely with Others as Part of a Team	O
Tedious or Exacting Work	O
Noisy/Distracting Environment	O
Other (see 3 below)	N

(3)